



CITY OF BURBANK
PURCHASING DIVISION
301 EAST OLIVE AVENUE P.O.BOX 6459
BURBANK, CALIFORNIA 91510-6459
(818) 238-5466

06-JUL-11

BL/ ET PURCHASE ORDER NO

12867 REV 0

Page 1 of 1

THE ABOVE NUMBER MUST APPEAR ON ALL
INVOICES, SHIPPING PAPERS, PACKAGES, AND
CORRESPONDENCE

PLEASE DELIVER TO:
CITY OF BURBANK
275 E OLIVE AVE
Burbank, CA 91502
United States

DELIVERY DUE

F.O.B : Delivery

TERMS: Net 15


VENDOR NAME AND ADDRESS:

FEDERAL EXPRESS
PO BOX 1140
MEMPHIS, TN 38101-1140
United States

EFFECTIVE FROM: 01-JUL-11 To: 30-JUN-12					
REQ #		REQUESTED BY : CITYWIDE		VENDOR # 5428	
				PHONE #	
ITEM	DESCRIPTION	QTY	UOM	UNIT PRICE	TOTAL AMOUNT
<i>TO PROVIDE THE ABILITY TO PAY INVOICES FOR EXPRESS LETTER AND PACKAGE DELIVERY FOR VARIOUS DEPARTMENTS IN THE CITY OF BURBANK FOR THE PERIOD OF ONE (1) YEAR BEGINNING JULY 1, 2011.</i>					
1	EXPRESS LETTER AND PACKAGE DELIVERY - NOT TO EXCEED		Dollar		25,000.00
REFER QUESTIONS TO (818) 238-5466		BUYER NAME: A GARCIA VENDOR CONTACT:		TOTAL \$25,000.00	

NOTICE: This order is subject to the terms and conditions shown of the face and reverse side hereof.
The City is exempt from Federal Excise Tax.

MAIL INVOICE IN DUPLICATE TO
CITY OF BURBANK
275 E OLIVE AVE
Burbank, CA 91502
United States

CITY OF BURBANK, CALIFORNIA

PURCHASING MANAGER



CITY OF BURBANK
PURCHASING DIVISION
301 EAST OLIVE AVENUE P.O.BOX 6459
BURBANK, CALIFORNIA 91510-6459
(818) 238-5466

06-JUL-11

BLANKET PURCHASE ORDER NO

128... REV 0

Page 1 of 1

THE ABOVE NUMBER MUST APPEAR ON ALL
INVOICES, SHIPPING PAPERS, PACKAGES, AND
CORRESPONDENCE

PLEASE DELIVER TO:
CITY OF BURBANK
275 E OLIVE AVE
Burbank, CA 91502
United States

DELIVERY DUE

F.O.B : Delivery

TERMS: Net 30

VENDOR NAME AND ADDRESS:
FEDEX KINKO'S OFFICE AND PRINT
SERVICES INC
4100 RIVERSIDE DR
BURBANK, CA 91505-4143
United States

EFFECTIVE FROM: 01-JUL-11 To: 30-JUN-12

REQ #		REQUESTED BY : CITYWIDE	VENDOR # 37197		PHONE # (818) 231-0126	
ITEM	DESCRIPTION		QTY	UOM	UNIT PRICE	TOTAL AMOUNT

TO PROVIDE THE ABILITY TO PAY INVOICES FOR PHOTOCOPY SERVICES FOR VARIOUS DEPARTMENTS IN THE CITY OF BURBANK FOR THE PERIOD OF ONE (1) YEAR BEGINNING JULY 1, 2011.

THIS PURCHASE ORDER CAN ONLY BE USED FOR INVOICES UNDER \$5,000. IF ANY ORDER IS OVER \$5,000 IT MUST HAVE THREE BIDS FROM DIFFERENT COPIER COMPANIES BEFORE PURCHASING WILL ACCEPT THE ORDER AND A DIFFERENT PURCHASE ORDER WILL BE ISSUED.

1	PHOTO COPY SERVICE - NOT TO EXCEED	Dollar	25,000.00
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CITY OF BURBANK PURCHASE ORDER NUMBER AND REQUESTOR NAME MUST APPEAR ON ALL PACKING SLIPS AND INVOICES.

REFER QUESTIONS TO (818) 238-5466

BUYER NAME: A GARCIA
VENDOR CONTACT:

TOTAL \$25,000.00

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MAIL INVOICE IN DUPLICATE TO
CITY OF BURBANK
275 E OLIVE AVE
Burbank, CA 91502
United States

CITY OF BURBANK, CALIFORNIA


PURCHASING MANAGER